

**Minutes**

MS State Board of Cosmetology

January 27, 2014

**Board Members Present:**

Teresa Whitman, President  
Leisa McElreath, Vice President  
Shelley Harsin, Secretary  
Dorothy Ennis, Member  
Waylon Garrett, Member

**Board Staff Present:**

Cynthia Johnson, Executive Director

**Legal Counsel Present:**

Margarette Meeks, MS Attorney General's Office

**Call To Order**

The meeting was called to order at 9:10 a.m. in the MS State Board of Cosmetology Office, located at 239 N. Lamar St., Suite 301 in Jackson, MS.

**Approval of Agenda**

A motion was made by McElreath to approve the agenda with deviations as necessary, seconded by Harsin. Motion carried.

Meeks made announcement to the Board that her request for transfer to another division was approved and this would be her last board meeting serving as legal counsel. New counsel has been assigned effective February 1, 2014.

**Approval of Board Minutes**

A motion was made by McElreath to approve minutes for November 18, 2013 with corrections, seconded by Harsin. Motion carried.

A motion was made by Garrett to approve minutes for November 25, 2013 with corrections, seconded by Harsin. Motion carried.

A motion was made by Ennis to table minutes for December 9, 2013, seconded by Garrett. Motion carried.

A motion was made by Ennis to approve minutes for January 6, 2014 with corrections, seconded by McElreath. Motion carried.

A motion was made by Garrett to approve minutes for January 12, 2014 with corrections specific to the term “permit” from Board of Health should read “license” from the Board of Health according to Karoline Finch, who hold a license issued by the Board of Health, seconded by Ennis. Motion carried.

A motion was made by McElreath to table minutes for January 13, 2014, seconded by Garrett. Motion carried.

**Duplicate License Request**

Applicant	License Type	Purpose	Motion	Seconded	Approved/Denied
Sharlott Butler	Cosmetologist	Two Locations	Ennis	Harsin	Approved
Rowena Caballero	Cosmetologist	Lost	Ennis	Harsin	Approved
Sonnacle Chambers	Salon	Incorrect Address	Garrett	Ennis	Approved
Carla Jacome-Cluff	Instructor	Salon & ECCC	Garrett	Harsin	Approved
Jessica Scott Curtis	Cosmetologist	Never Received and Student Instructor	McElreath	Harsin	Approved
Shannon Fitzgerald	Cosmetologist	Student Instructor	Harsin	Garrett	Approved
Cordelia Funchess	Cosmetologist	Student Instructor	Garrett	Ennis	Approved
Sherry Phipps Harper	Instructor	Salon & Magnolia	Harsin	Garrett	Approved
Barbara Hollinshed	Cosmetologist	Two Locations	McElreath	Garrett	Approved
Brenda Kendall	Cosmetologist	Two Locations	Garrett	McElreath	Approved
Kim Nga Le	Cosmetologist	Two Locations	Ennis	Harsin	Approved
William McPherson	Cosmetologist	Change of Address; Never Received	Garrett	McElreath	Approved

Vanessa Myers	Cosmetologist	Student Instructor	Garrett	Harsin	Approved
Nga T. Nguyen	Cosmetologist	Never Received	McElreath	Garrett	Approved
Nguyet Nguyen	Cosmetologist	Two Locations	Harsin	McElreath	Approved
Thao Nguyen	Manicurist	Change of Address; Never Received	Harsin	McElreath	Approved
Dominique Powell	Cosmetologist	Misplaced	McElreath	Garrett	Approved
Don Tran	Manicurist	Two Locations	Garrett	Ennis	Approved
Janet Watson	Cosmetologist	Change of Address; Never Received	Harsin	Ennis	Approved
Mitzi Wilkinson	Cosmetologist	Two Locations	Harsin	Ennis	Approved

**School Coordinator's Report**

A motion was made by McElreath for memo to be sent to schools regarding only board approved forms for enrollment to be accepted and all statutes, rules and regulations must be followed to be sent via email and certified mail return receipt, seconded by Harsin. Motion carried.

Mark Johnson, MS State Auditor's Office addressed the Board regarding current laws on Travel Expense in accordance §73-7-1.

A motion was made by Garrett at 11:29 a.m. for a 10 minute recess, seconded by Harsin. Motion carried.

A motion was made by Garrett at 11:52 a.m. to reconvene, seconded by McElreath. Motion carried.

Karoline Finch, Owner of MS Institute, Aesthetics addressed the Board and requested clarification on Solid Container Use and Scalpel/Dermaplaning.

## Executive Director's Report

Johnson requested Continuing Education Approval for the following:

Southern Regional Beauty Show

Jerry Bonds

March 30 – 31, 2014

9:00 a.m. – 5:00 p.m.

MS TradeMart - Jackson, MS

Requested Hours: 14 hours for Cosmetologist, Manicurist, Esthetician & Instructors  
(5 Hours of Methods)

Received: November 25, 2013 > 45 days

A motion was made by Garrett to approve request, seconded by Harsin. Motion carried. Garrett and Whitman to monitor.

Excel Sales & Marketing

Relaxing, Cutting & Styling

March 2, 2014 – 9:00 a.m. – 2:30 p.m. (Cosmetologist)

March 3, 2014 – 8:00 a.m. – 2:30 p.m. (Instructor)

Summit Convention Center – Tupelo, MS

Requested Hours: 4 hours for Cosmetologist; 5 hours for Instructor (Methods)

Received: December 6, 2013 > 45 days

A motion was made by Garrett to table for further information clarification, seconded by Harsin. Motion carried.

MCSA - Pivot Point

Karoline Finch

June 8, 2014 – Mindful Teaching Tips, 8 hours

June 9, 2014 – Blending Technology with Teaching, 4 hours

Vicksburg Convention Center – Vicksburg, MS

Requested Hours: 12 hours for Instructors ( 5 Hours of Methods)

Received: January 22, 2014 > 45 days

A motion was made by McElreath to approve request, seconded by Garrett. Motion carried. Whitman and Garrett to monitor.

A motion was made by Garrett that any board member could attend who wanted to go, seconded by Ennis. Vote: Garrett – yes; McElreath – no; Harsin – yes; Ennis – yes.

A motion was made by Garrett for Johnson and Sara Kale, Inspector shall attend CLEAR Basic Inspector/Investigator Training in Austin, TX and for Johnson to check on the benefit of membership dues for CLEAR members to attend webinars and conferences at board expense, seconded by McElreath. Motion carried.

A motion was made by Ennis to accept draft of letter to be sent to all states regarding Board certification/affidavit of license via email, seconded by Garrett. Motion carried.

A motion was made by Garrett to not reciprocate with Washington State, the Board will rescind motion upon change in information, seconded by Ennis. Motion carried.

A motion was made by McElreath to get an official AG's opinion on post-secondary or secondary school accreditation with the question being does the Board have the authority to designate and post on license whether a school of cosmetology is secondary or post-secondary, seconded by Garrett. Motion carried.

### **Executive Session**

A motion was made by Harsin to consider the need for executive session, seconded by Garrett. Motion carried.

The need to enter into Executive Session for the following was established:

- Special candidate review
- Applicants for Special Consideration

A motion was made by Garrett to enter into executive session, seconded by Ennis. Motion carried.

A motion was made by Garrett to come out of executive session, seconded by Ennis. Motion carried.

The following was reported out from executive session:

- K. Pugh - Denied to sit for exam. (Rule 5.16)
- K. Fox - Approved to sit for exam.
- C. Jones – Approved for licensure.
- T. Nguyen – Approved to sit for exam.
- L. Rutland – Approved to sit for exam.
- N. Pettis - Approved to sit for exam.

A motion was made by Garrett for Harsin to conduct PR visit to Creation College of Cosmetology, seconded by McElreath. Motion carried.

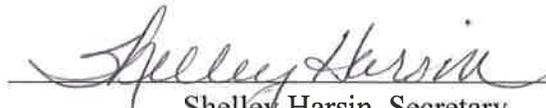
Directive for inspector Peggy Grice to check on fundraiser for kids haircuts at ICC to be held February 19, 2014.

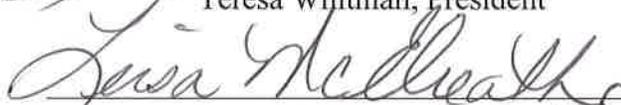
**Adjournment**

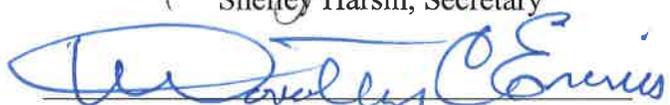
Motion was made by Garrett to adjourn, seconded by Ennis. Motion carried. There being no further business the meeting was adjourned at 2:20 p.m.

Approved this the 21st day of April, 2014.

  
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Teresa Whitman, President

  
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Shelley Harsin, Secretary

  
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Leisa McElreath, Vice President

  
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Dorothy Ennis, Member

  
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Waylon Garrett, Member